

AGENDA

FRANKLIN CITY COUNCIL

MONDAY, April 14, 2014 – CITY HALL COUNCIL CHAMBERS – 207 W. SECOND AVENUE

7:00 P.M.**REGULAR MEETING**

CALL TO ORDER. . . . MAYOR RAYSTINE D. JOHNSON-ASHBURN

PLEASE TURN OFF CELL PHONES MAYOR RAYSTINE D. JOHNSON-ASHBURN

PLEDGE OF ALLEGIANCE

CITIZENS' TIME

AMENDMENTS TO AGENDA

1. CONSENT AGENDA

- A. Minutes of the March 24, 2014 City Council Meeting
- B. Child Abuse Prevention Month Proclamation

2. FINANCE

- A. Hospital Refund Appropriation Authorization

3. OLD/NEW BUSINESS

- A. USGS Flood Gauge Agreement
- B. City Manager's Report
 - 1. Annual Employee Health Insurance Plan Renewal
 - 2. FY 2014 – 2015 Preliminary Proposed Budget Update

4. COUNCIL/STAFF REPORTS ON BOARDS AND COMMISSIONS

5. CLOSED SESSION – I move that the Franklin City Council meet in Closed Session to discuss and consider appointments to boards and commissions, discuss personnel and to discuss prospective businesses or industries where no previous announcements have been made and consider the investment of public funds where bargaining is involved and the financial interest of the City would be adversely affected if made public and to consult with the City Attorney on a legal matter requiring legal advice by the City Attorney pursuant to Virginia Code Section 2.2-23711 (A) (1), (5), (6) and (7).

Motion Upon Returning to Open Session: I move that the only matters discussed during the session were those lawfully exempted from open meeting requirements and identified in the motion by which the closed session was convened.

6. ADJOURNMENT

UPCOMING ITEMS TO BE SCHEDULED...

The items below are intended to be reflective, and not inclusive of all subjects staff is working on to bring forward to City Council in the next two months. Both the time lines and subject matter are subject to change and should not be considered final.

SUBJECT

TENTATIVE TIME LINE

Public Meeting Schedule for School Board Vacancies:

- **Ward 1 Vacancy Meeting**
- **Ward 3 Vacancy Meeting**
- **1st Public Hearing to receive nominations**
- **2nd Public Hearing to receive nominations**

April 23, 2014, 6:30 P.M., City Hall

April 15, 2014, 6:30 P.M., City Hall

April 28, 2014, 7:00 P.M., City Hall

May 12, 2014, 7:00 P.M., City Hall

FY 2014-2015 Budget Council Work Sessions

May 5th, 7th & 13th, 6:00 P.M., City Hall

CONSENT AGENDA

- A. Minutes of the March 24, 2014 City Council Meeting**
- B. Child Abuse Prevention Month Proclamation**

The Franklin City Council held a regular meeting on Monday, March 24, 2014 at 7:00 p.m. in the Council Chambers at City Hall.

Council Members in Attendance: Raystine D. Johnson-Ashburn, Mayor; Barry Cheatham, Vice-Mayor; Benny Burgess, Mary Hilliard, Greg McLemore and Mona Murphy (Councilman Don Blythe absent).

Staff in Attendance: Randy Martin, City Manager; Taylor Williams, City Attorney; Phil Hardison, Chief of Police; Brenda Rickman, Commissioner of Revenue; Dinah Babb, Treasurer; Melissa Rollins, Director of Finance; Russ Pace, Director of Public Works; Carolyn Joyner, Human Resources Manager; Donald Goodwin, Director of Community Development; Vince Holt, Director of Emergency Services; Jennifer Maynard, Voter Registrar; and Mark Bly, Director of Power and Light.

Other Staff in Attendance: Rodney Little, Police Officer; Dan Rountree, Environmental Specialist; Sammara Green-Bailey, Parks and Recreation; Brenon Artis, Recreational Aide, and Leesa Livesay, Administrative Assistant and Acting Secretary, Recording Minutes.

CALL TO ORDER

Mayor Raystine Johnson-Ashburn called the regular City Council Meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by everyone in attendance.

CITIZENS' TIME

No citizen's signed up to speak at Citizens' Time.

CONSENT AGENDA

Minutes of the March 10, 2014 Regular Meeting

A motion was made by Councilwoman Murphy to adopt the minutes as presented from the City Council Meeting held on March 10, 2014. The motion was seconded by Vice-Mayor Cheatham.

The motion was approved with the vote as follows:

Mayor Johnson-Ashburn, AYE; Vice-Mayor Barry Cheatham, AYE; Councilman McLemore, NAY; Councilman Burgess, AYE; Councilwoman Hilliard, AYE; and Councilwoman Murphy, AYE; (Councilman Blythe absent).

Departmental Reports

There were no questions or comments concerning the February 2014 Departmental Reports.

FINANCE

Financial Report February 2014

Mayor Johnson-Ashburn recognized Melissa Rollins, Director of Finance for an overview of the Financial Report for February 2014. Below are the highlights:

General Fund Revenue Summary

- With eight months of the fiscal year complete, General Fund Revenues are continuing to track slightly higher than revenue from the prior year period
- General Fund revenue of \$12.4 million at the end of February 28 is 65.2% of budget compared to \$12.12 million or 63.2% of budget at February 28, 2013

Property Tax Revenue

- The third quarter of Fiscal Year 2013-2014 reflects a favorable increase in general property tax collections over the prior year at 2.4%

Local Taxes

- Taxes indicative of the City's local economy are tracking close to the prior year
- All sources are on target with budgeted projections ranging from 65% to 77% of the budget realized at the end of the month.

Other Local Revenue

- Revenue from permits, fees and fines reflect an increase in the current accounting period from \$72,000 in February 2013 to over \$125,000 in January 2014 due primarily to consolidation of planning and inspection services with Southampton County
- Charges for services reflect the budgeted reduction in the general fund associated with the transitioning to the separate Solid Waste Fund effective July 1, 2013
- Charges for services also include the administrative transfer from the City's Enterprise Funds to the General Fund
- State and Federal Revenue – State aid revenue is higher than the prior year period as a result of fire program grant funds and additional funds for street and highway maintenance; federal aid in the current year increased as a result of the Safer grant federal reimbursement.

General Fund Expenditure Summary

- General Fund expenditures increased overall by \$1.69 million or 20% from the prior year period. This is largely due to budgetary changes made in the current fiscal year for public safety and capital outlay expenditures associated with loan proceeds; year to date expenditures are 65% of budget.

Water & Sewer Fund Summary

- The Water & Sewer Fund continues to perform according to budget with 65% or \$2.02 million of \$3.12 million of budgeted revenue realized at February 28.

Solid Waste Fund Summary

- Revenue for the Solid Waste Fund of \$808,000 is recorded for seven months beginning with the August 2013 financial report
- As a result of year to date revenue earned and expenditures made, net income for the month is \$142,000
- Cash in the Solid Waste Fund at the end of February was \$340,434 for an overall increase of nearly \$149,000 in the fund's cash position since July 1.

Airport Fund Summary

- Fuel sales reported at February 28, 2014, were \$77,000; slightly higher than sales revenue in the prior year period of \$74,000.
- Airport rental fees are slightly less than the prior period revenues of \$48,000; however, on target with budget at nearly 70% of the budget realized at the end of the period.

Electric Fund Summary

- Revenue in the Electric Fund is on target with budget and represents eight months of billed revenue at \$8.56 million (sale of energy) or 65% of the budget.
- Cash in the Electric Fund at the end of January was \$438,344. The balance at the end of February is \$559,511 for an increase of \$121,167. This balance is \$271,747 higher than the cash balance reported in the Fund at the end of February 2013 (\$287,764).

There were no questions concerning the February 2014 Monthly Financial Report.

BUDGET AMENDMENT #2014 – 21: Community Development Department City/County Shared Services

Finance Director Rollins presented a recommended amendment to the 2013 – 2014 City Budget to recognize revenues and to appropriate such revenue for expenditure; to cover the cost of building inspections and planning services for FY 2013 – 2014 due to cost associated with Shared Services with Southampton County which were not included in the FY 2013 – 2014 budget (\$102,404). The amendment recognizes the additional revenue being received from the County for their share of the costs associated with operating the consolidated department.

The motion to adopt the Budget Amendment #2014 – 21 was made by Councilman Burgess and seconded by Vice-Mayor Cheatham.

Mayor Johnson-Ashburn opened the floor for discussion of the motion or questions.

Councilman McLemore stated he thought the purpose of consolidating the City with the County was to reduce expenses; therefore if we are reducing our expenses then why are there not enough funds in the allocated budget to cover these expenses.

Mayor Johnson-Ashburn said that Mrs. Rollins' statement was that the City will submit a request of reimbursement from the County for their share of the costs. She then asked Mrs. Rollins for clarification.

Mrs. Rollins stated the need for the Budget Amendment is because when the budget was adopted, the consolidation process was not complete; therefore the total expenditures and revenues were not accounted for in the adopted 2013 budget. The consolidation took effect July 1, 2013. Since that time the stormwater positions have been added with grant funds received which offset a portion of the costs.

Councilman McLemore asked if it was an accurate assumption to say the City will not know the cost savings of this consolidation project any time in the near future.

Manager Martin stated the City has confirmed a net savings in county and city costs due to this consolidation of services.

Mayor Johnson-Ashburn stated there will be the opportunity to review budget details during the upcoming Budget Sessions.

The motion was approved with the vote as follows:

Mayor Johnson-Ashburn, AYE; Vice-Mayor Barry Cheatham, AYE; Councilman McLemore, NAY; Councilman Burgess, AYE; Councilwoman Hilliard, AYE; and Councilwoman Murphy, AYE; (Councilman Blythe absent).

OLD/NEW BUSINESS

City Stormwater Management Ordinance Adoption

City Manager Martin made introductory remarks then recognized Donald Goodwin, Community Development Department Director to present the proposed revised City Stormwater Management Ordinance for Council consideration.

The Virginia Stormwater Management Program (VSMP) legislation has been amended to include the requirement that all Virginia localities adopt and put into practice uniform stormwater management regulations that meet the legislative requirements of Title 62.1 – 44.15:27 of the code of Virginia.

The most significant changes from the current stormwater ordinance are as follows:

- It places the administration of the Stormwater Management chapter of the City ordinance with the combined Franklin-Southampton Community Development Department.
- Requires training and certification of the administrator, plan reviewers and inspectors.
- Requires the establishment of an appeals board to conduct hearings and appeals.
- It includes additional requirements that prescribe best management methods or practices (BMPS) for reducing the amount of nutrients and sediment that can leave a development site.
- Requires annual inspections to be conducted for all new stormwater improvements along with an annual fee.

Director Goodwin presented Mr. Dan Rountree, Environmental Specialist with the City's Community Development Department to discuss the requirements and highlight the changes in the City Stormwater Management Ordinance.

The City of Franklin initially adopted its original Stormwater ordinance in 1989. In 2011 the Virginia Soil and Water Conservation Board in compliance with new state legislation approved new stormwater management regulations requiring local Stormwater Management Ordinances and Programs. In 2012 new stormwater regulations were introduced and reviewed with the City Council at their annual goal-setting session. In 2013, the City Council was briefed on new stormwater regulations at budget-hearing sessions. In September of 2013, The City of Franklin Planning Commission received an informational presentation on the state mandated proposed Stormwater Management Ordinance. The deadline for Virginia Counties and Cities to adopt the model Ordinance and make decisions on the administration of local Stormwater Management Programs is May 15, 2014.

Mr. Rountree presented a powerpoint on the impact of the changes as follows:

It will allow localities to focus on:

- Plan review & project inspections
- Fostering local economic development activity
- Creating a consistent and predictable plan approval process
- ("One-Stop Shop" plan submittals)

It will allow the state to focus on:

- Oversight
- Technical assistance
- Training

Some of the advantages of increased Local control will mean:

- Elimination of State versus Local confusion
- Increased speed of plan review and approval
- Ability to respond to and address local issues
- Create a local economic development advantage
- Greater protection of natural resources

The new paradigm is Volume-Based Hydrology (VBH). The primary objective is Water quantity control + Phosphorus control. The old approach was large-scale and centralized while the new approach is small-scale and non-structural with a focus on natural hydrology.

The Mayor then opened the discussion for questions or comments concerning the City Stormwater Management Ordinance.

Councilman Burgess asked what were some of the biggest contributors of phosphorous in runoff?

Mr. Rountree answered some of the major contributors of phosphorous are lawn fertilizers and contaminates from concrete run-off.

Councilman McLemore asked if this Ordinance was mandatory by the State.

Mr. Rountree confirmed that it was a requirement of the legislation.

Mayor Johnson-Ashburn stated as we all know the City has a problem with flooding. She then asked how much percentage wise does vegetation contribute to flooding.

Mr. Rountree answered that depends on the design retention capabilities of the ditch or stormwater structure and how they are maintained.

Mayor Johnson-Ashburn asked if Council could defer the adoption of the City Stormwater Management Ordinance until the first City Council Meeting in April for further discussion and to allow the community to further evaluate it before adoption.

It was a consensus that action on the revised state-mandated Stormwater Management Ordinance will be deferred until the next Council Meeting on April 14, 2014.

Manager Martin reminded Council action could only be deferred, but is required before the state deadline.

CITY MANAGER'S REPORT

Parks and Recreation TAACCCT Grant/Volunteer Program

Manager Martin recognized Brenon Artis with the Parks & Recreation Department. Mr. Artis informed the Council about a New Grant/Volunteer Program and partnership with Paul D Camp Community College that could empower the youth of the City of Franklin. There is funding available from the Trade Adjustment Assistance Community College and Career Training grants program. These funds are available to institutions of higher education to offer, develop, or improve training and education programs to serve workers, who are eligible for training under the Trade Adjustment Assistance (TAA) for Worker's program. Mr. Artis indicated other departments were being surveyed about potential city involvement in the program. All members of Council made positive comments about the effort to help youth in the Community through this grant program in cooperation with the College. Mr. Artis was commended for his initiative. Manager Martin advised the presentation was just for information at this time. Councilman McLemore made a motion to adopt an internship program for the City of Franklin. The motion died for lack of a second. Mayor Johnson-Ashburn requested that the City Manager meet with Mr. Artis to further research the program and consult with the City Attorney on any legalities necessary.

2014 – 2015 Funding Agreement for Monitoring of Stream Guages in the Chowan River Basin, Virginia

Under an agreement adopted in 2012, the United States Geological Survey (USGS) along with the U.S. Army Corps of Engineers and a number of State and local agencies installed six streamflow monitoring sites in the Chowan Basin to better understand and predict flooding. Funding for site installation was provided by the State of Virginia and matched by the USGS. The initial agreement covered a two year period for site installation and operation. A new agreement is needed to continue site operation that will provide a better understanding of flooding in the basin. The USGS is requesting a five year funding commitment be agreed upon by the partner localities which include: the City of Franklin, City of Emporia, Isle of Wight County, Southampton County, Greensville County, Surry County, and Sussex County. The City of Franklin is requested to continue to serve as the lead local sponsor for this initiative in cooperation with the federal agencies.

Manager Martin recognized City Attorney Williams to give additional information on the project and on a meeting held with the partners. City Attorney Williams informed Council there are fifteen gauges and the location of these gauges are:

- Nottoway River at Route 609 near McKenny, Virginia
- Nottoway River near Riverdale, Virginia
- Blackwater River at Route 620 near Zuni, Virginia
- Blackwater River at Highways 58/258 at Franklin, Virginia
- Meherrin River at Route 637 near South Hill, Virginia
- Meherrin River near Bryants Corner, Virginia
- Nottoway River near Rawlings, Virginia
- Nottoway River near Stony Creek, Virginia
- Stony Creek near Dinwiddie, Virginia
- Nottoway River near Sebrell, Virginia
- Blackwater River near Dendron, Virginia
- Blackwater River near Franklin, Virginia
- North Meherrin River near Lunenburg, Virginia
- Meherrin River near Lawrenceville, Virginia
- Meherrin River at Emporia, Virginia

Attorney Williams then reviewed highlights of the terms of the agreement currently in place and proposed.

Manager Martin stated Council will need to make a decision to participate at the next Council Meeting assuming the agreement will be finalized. If Council agrees to participate, the City of Franklin will be locked in for five years based upon the terms proposed if all partners remain a party to the agreement; otherwise, the terms would have to be modified.

Manager Martin recognized Vince Holt, Director of Emergency Services to answer any questions Council might have about the benefit of the early warning on river heights provided by the gauges. Chief Holt commented on the advantages and benefits to the basin and particularly Franklin. After questions and responses were complete, the Mayor suggested the item be calendared for action at the next meeting as recommended.

Partners in Progress

The Mayor had suggested the Manager give a report for those not in attendance at a recent event sponsored by FSEDI and the Chamber.

City Manager Martin updated Council on the Partners in Progress Breakfast held on Tuesday, March 11, 2014 at 9:00A.M. at the Paul D. Camp Community College Workforce Development Center. The purpose of this Breakfast Meeting was for community leaders from the City of Franklin and Southampton County to review progress in economic development matters over the past decade and to discuss future economic development efforts and opportunities for continued interagency Cooperation. Manager Martin gave the following highlights of the presentation made at the meeting focusing on impacts to the City and its neighboring counties in the Revenue Sharing areas that surround the City.

New Businesses

Southampton Power Station

- \$38 million investment
- Retention of 30 existing jobs

Enviva Pellets Southampton

- \$91 million investment
- 72 new jobs

Cutis Contracting/AMAC Leasing

- \$5 million investment
- 50 new jobs

Hampton Farms (located in the former IP owned CIC building)

- \$5.5 million investment
- 60 new jobs

Providence Agriculture

- 15 new jobs

Franklin Business Incubator

- More than 28 businesses preparing to “hatch”
- Winner of the 2008 Southern Economic Development Council Community Economic Development Award
- 10 graduates to date
- Full Time Employees: 128
- Part Time Employees: 154
- Average Salary \$43,644.50

Love’s Travel Center & Bojangles

- Planned opening 2014
- \$7 million investment
- 60 new jobs; Love’s
- 30 new jobs; Bojangles

The Village at Woods Edge

- 14 FTE jobs created

Tourism

- Tourism Plan adopted by both City and County in 2009
- Eco-Tourism
 - Blackwater Outfitters
 - Raccoon Creek Sports
 - Southampton Outfitters
- Nat Turner Trail
- Two Native American Centers
- Downtown Visitor Center
- City Walkable Community Focus, City Bike Plan adopted, trails planned
- Downtown Community Events
- Boat Ramp Facilities; improved water access in City and County
- City Park System

City-County Collaboration

- August 2012-Shared Services Committee Formed
- November 26, 2012 – Board of Supervisors and City Council both adopt a Memorandum of Understanding establishing a shared commitment to explore, evaluate and implement shared service opportunities that will improve services, enhance efficiency and save money.

Successes to Date

- December 2012 – County Contracts with City to provide Inspection Services
- July of 2013 – Formed the Commonwealth’s first ever joint Community Development Department for City and Southampton County; \$90,000 stormwater enforcement grant received.
- July of 2013 – Identified utilities as potential area for collaboration
 - Applied for grant funding to develop study of possibilities
 - \$40,000 planning grant awarded
 - City County Joint Management Team formed to study collaboration opportunities for water & sewer services.

Economic Development Results Thus Far

- IP Closure in 2009
- Loss of 1, 100 jobs
- Lost \$1.2 million in Direct City Revenues; substantially more private Sector losses due to impact
- Last 24 months added 550 manufacturing jobs
- Private investment \$257.5 million
- 50% of jobs and 44% of lost revenue replaced in revenue sharing areas to date
- Additional retail/commercial investment of \$11 million and creation of over 100 additional jobs
- Tourism Plan adopted by both City and County in 2009
- Eco-Tourism elements

Manager Martin reminded Council about the upcoming public meeting schedule previously discussed concerning impending School Board vacancies. The Council then agreed by consensus to the following schedule after discussion:

- Ward 1 Vacancy Public Meeting , April 23, 2014, 6:30 P.M. @ City Hall Council Chambers
- Ward 3 Vacancy Public Meeting , April 15, 2014, 6:30 P.M. @ City Hall Council Chambers
- 1st Public Hearing to receive nominations, April 28, 2014, 7:00 P.M. @ City Hall Council Chambers
- 2nd Public Hearing to receive nominations, May 12, 2014, 7:00 P.M. @ City Hall Council Chambers

Overpayment of Business License (Southampton Memorial Hospital)

Manager Martin recognized Brenda Rickman, Commissioner of Revenue to review details of a request for refund of an overpayment by Southampton Memorial Hospital for their Business License. Mrs. Rickman stated Southampton Memorial Hospital has overpaid their Business License in the cumulative amount of \$159,284.80 for the 2013 year and the three years prior. This overpayment apparently has been going on for several years prior, but refunds can only be given for current period and three years prior. She added this error was not identified because it is the hospital's error and normally the Commissioner of Revenue takes this information at face value unless there is evidence of a mistake.

Mayor Johnson-Ashburn asked if other localities provide documentation or do they operate on face value.

Commissioner Rickman answered face value is standard. Businesses are required by law to self report earnings information.

Councilman McLemore asked does the City have to give a refund versus a credit on their account.

Mrs. Rickman answered the State mandates in the case of a refund that is valid the City give the refund plus interest. She added since this was the hospital's mistake, they have agreed to waive interest.

Manager Martin stated either way this will adversely affect the City's current budget.

Councilwoman Murphy asked why the City did not ask for supporting documentation.

Commissioner Rickman replied, the hospital provided it for the refund, but the office is not able to review supporting documentation for all license applicants.

The Manager advised further action of Council on the matter will be addressed in a future meeting.

COUNCIL AND STAFF REPORTS ON BOARDS & COMMISSIONS

Vice-Mayor Cheatham reported on the HRPDC & HRTPO Meeting where a topic of discussion was future high speed rail transportation between Hampton Roads and DC estimating it will be at least four years before this could be developed.

Councilman Burgess informed Council that the Franklin's Present Committee will be meeting on Tuesday, March 25, 2014. The topic of discussion will be Pre-K education and a volunteer initiative in the schools.

Councilman Burgess also announced Franklin High School Robotics team won the Regional Tournament again and this is the second year in a row they have won. They will now be eligible again for the International competition to be held in April. This program has been in the Championship round 7 of 9 years.

Mayor Johnson-Ashburn recognized City Manager Martin for volunteering his time for the Charity Basketball Game held on Saturday, March 22, 2014 to raise funds for United Way of Franklin-Southampton.

CLOSED SESSION

Vice-Mayor Cheatham moved that the Franklin City Council meet in closed session to consider appointments to boards and commissions and discuss personnel as permitted by Virginia Code Section 2.2-3711 (A)(1). Councilman Burgess seconded the motion and it passed with a 6 – 0 vote (Councilman Blythe absent).

The City Council entered into Closed Session at 9:27 P.M.

The Mayor reconvened the open session. Vice-Mayor Barry Cheatham made a motion that the only matters discussed during the closed session were those lawfully exempted from open meeting requirements and identified in the motion by which the closed session was convened. Councilwoman Mary Hilliard seconded the motion. The motion was approved by a 6 – 0 vote (Councilman Blythe absent).

WORK SESSION:Poverty Initiative Next Steps

Mayor Johnson-Ashburn then opened the scheduled work session to discuss next steps regarding the poverty initiative introduced at a previous meeting. Councilwoman Murphy, who had initially introduced the item, suggested that the City Manager be asked to research and gather relevant information on the topic of poverty in Franklin for future consideration by Council before next steps are considered.

It was the consensus of Council that this would be the next step.

ADJOURNMENT

A motion was made by Vice-Mayor Barry Cheatham to adjourn the meeting and seconded by Councilman Benny Burgess. The motion was approved by a vote of 6 – 0 (Councilman Blythe absent).

The Mayor declared the meeting adjourned at 9:46 P.M.



**PROCLAMATION #2014-01
CHILD ABUSE PREVENTION MONTH**

WHEREAS, preventing child abuse and neglect is a community problem that depends on involvement among people throughout the community; and

WHEREAS, child maltreatment occurs when people find themselves in stressful situations, without community resources, and don't know how to cope; and

WHEREAS, the majority of child abuse cases stem from situations and conditions that are preventable in an engaged and supportive community; and

WHEREAS, all citizens should become involved in supporting families in raising their children in a safe, nurturing environment; and

WHEREAS, effective child abuse prevention programs succeed because of partnerships created among families, social service agencies, schools, faith communities, civic organizations, law enforcement agencies, and the business community.

THEREFORE, I DO HEREBY PROCLAIM, April as Child Abuse Prevention Month and call upon all citizens, community agencies, faith groups, medical facilities, and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and neglect and strengthening the communities in which we live.

NOW THEREFORE I, Raystine Johnson-Ashburn, Mayor; do hereby recognize April 2014 as Child Abuse Prevention Month in the City of Franklin, Virginia and I call this observance to the attention of all our citizens.

Proclaimed this 14th Day of April, 2013.

Raystine D. Johnson-Ashburn, Mayor

FINANCE

A. Hospital Refund Appropriation Authorization



April 8, 2014

TO: R. Randy Martin, City Manager
FROM: Melissa D. Rollins, Director of Finance
RE: **Business License Refund – Franklin Hospital Corporation**

At the March 24, 2014 meeting, City Council was advised of the refund due to the Franklin Hospital Corporation in the amount of \$59,284.80 for overpayment of business license taxes for 2010, 2011, 2012 and 2013. In accordance with Section XII – Authorization & Limitations of the 2013-2014 Adopted Budget Resolution, the City is requesting an appropriation from the Contingency Fund to cover the payment. If authorized, the balance in the Contingency Fund will be \$62,850.20.

FY 2013-2014 Adopted Contingency Fund	\$131,635.00
YTD Expenditures (Transfer to School for Grant Matching Funds)	\$ 10,000.00
Current Contingency Fund Balance	\$121,635.00
Requested Appropriation: License Refund	\$ 59,284.80
Balance Remaining After Refund	\$ 62,850.20

Required Action by City Council: Authorize payment from the City's Contingency Fund in the amount of \$59,284.80 for overpayment of business license taxes by Franklin Hospital Corporation for tax years 2010 through 2013.

Note: The City received the 2014 business license tax payment in the amount of \$113,701.87. The tax amount due for 2013 was \$112,860.83.

cc: Brenda Rickman, Commissioner of the Revenue

OLD/NEW BUSINESS

- A. USGS Flood Gauge Agreement**
- B. City Manager's Report**
 - 1. Annual Employee Health Insurance Plan Renewal**
 - 2. FY 2014 – 2015 Preliminary Proposed Budget Update**



*Office Of The City Attorney
H. Taylor Williams, IV*

April 8, 2014

To: Members of City Council

From: H. Taylor Williams, IV, City Attorney

Re: Chowan River Basin rain gauge agreement

Attached is a proposed Memorandum of Agreement between the seven localities that constitute the Chowan River Basin. Recently, Council was asked to consider renewing the obligation with USGS to operate and maintain 6 rain gauges installed on the Meherin River, the Nottoway River and the Blackwater River. The City had previously agreed to participate in the original agreement signed in 2012 that covered the time period from July, 2012 thru June 2014. The City, along with the other six localities, has been asked to participate in a new agreement to cover the period from July 2014 thru June 2019. The City is being asked to act as the fiduciary agent once again to collect the annual payments for the maintenance and operation of the rain gauges. The proposed agreement is presented for your consideration to allow the City to act as the fiduciary agent.

As a side note, the County of Southampton has already approved the appropriation to participate in this project with USGS.

H. Taylor Williams, IV



Office of The City Attorney
H. Taylor Williams, IV

MEMORANDUM OF AGREEMENT

This Agreement, made this ___ day of _____, 2014 by and among the Cities of Franklin and Emporia, each a municipal corporation of the Commonwealth of Virginia; the County of Sussex, the County of Surry, the County of Greensville, the County of Southampton, and the County of Isle of Wight, each a political subdivision of the Commonwealth of Virginia states as follows:

Whereas, the Cities of Franklin and Emporia and the Counties of Sussex, Surry, Greensville, Southampton and Isle of Wight are all located in the Chowan River Basin, Virginia, and are subject to flooding from time to time by the Meherrin River, the Nottoway River, and the Blackwater River; and,

Whereas, studies have been conducted of the Chowan River Basin to determine methods of early detection and warning of these flooding events; and,

Whereas, it has been recommended that a series of rain gauges be installed on the rivers to gather information about rising levels of the Meherrin River, the Nottoway River, and the Blackwater River during, or after heavy rain events to evaluate the likelihood of a flood event and to give early warning of such events; and,

Whereas, the U.S. Geological Service (USGS) and the parties herein have agreed to each contribute funds for the operation, maintenance and repair of six rain gauges in the streams of the Chowan River Basin, and the Cities of Franklin and Emporia and the Counties of Sussex, Surry, Greensville, Southampton and Isle of Wight have agreed to each contribute funds in the combined amount of \$49,350.00 for FY 2015, \$50,400.00 for FY 2016, \$51,600.00 for FY 2017, \$52,350.00 for FY 2018 and \$53,400.00 for FY 2019 for the operation, maintenance and repair of the rain gauges each year for five years (from July 1, 2014 through June 30, 2019); and,

Whereas, the City of Franklin agrees to serve as the fiscal agent for this project;

Now, therefore, in consideration of the mutual benefits to be derived by each community a party hereto from having the rain gauges previously installed by USGS and maintained and operational to provide information regarding rain events and to avoid potential harm from flooding, the parties hereto covenant and agree as follows:

1. The City of Franklin shall act as the fiscal agent for this project;
2. Each community that is a party hereto will contribute the following sums each fiscal year to be paid to the City of Franklin as the fiscal agent on or before July 1, of each fiscal year beginning July 1, 2014, to cover the cost of

maintenance and operation of the rain gauges to be installed by USGS in the Chowan River Basin:

5-year Funding Summary				
City of Franklin, Virginia				
U.S. Geological Survey				
Water Monitoring Program				
State Fiscal Year	Cooperator Cost	USGS Matching Funds	Annual Operating Cost	Cost per Locality
2015	\$49,350	\$48,600	\$97,950	\$7,050
2016	\$50,400	\$48,600	\$99,000	\$7,200
2017	\$51,600	\$48,600	\$100,200	\$7,371
2018	\$52,350	\$48,600	\$100,950	\$7,479
2019	\$53,400	\$48,600	\$102,000	\$7,629
Total	\$257,100	\$243,000	\$500,100	\$36,729

- When these funds are received by the City of Franklin they shall be paid to USGS pursuant to agreement with USGS.

In witness whereof, the parties have caused this agreement to be executed by the respective Mayor or Board Chairman and attested by their respective city or county clerk.

County of Sussex

By _____ Attest: _____
 Chairman, Board of Supervisors County Clerk

County of Surry

By _____ Attest: _____
 Chairman, Board of Supervisors County Clerk

County of Greensville

By _____ Attest: _____
 Chairman, Board of Supervisors County Clerk

County of Southampton

By _____ Attest: _____
 Chairman, Board of Supervisors County Clerk

County of Isle of Wight

By _____
Chairman, Board of Supervisors

Attest: _____
County Clerk

City of Emporia

By _____
Mayor

Attest: _____
City Clerk

City of Franklin

By _____
Mayor

Attest: _____
City Clerk



Department of Human Resources

March 26, 2014

MEMORANDUM

TO: Mr. Randy Martin – City Manager
FROM: Carolyn S. Joyner – HR Manager
SUBJ: FY 2014 – 2015 – Annual Employee Health Insurance Plan Renewal

Attached is the annual cost of service review for the City of Franklin Employee Health Insurance Plan. Our Health Insurance coverage is provided by Anthem through The Local Choice. The plan is reviewed to determine if cost coverage and adjustment will continue its existing services. The plan has been reviewed and information received from our local Health provider Mr. Howard Dillon.

Our required premium adjustment for FY 2014-2015 is **6.8%** vs. FY 2013-2014 (**9.7%**).

Council's existing policy as prescribed in the plan agreement indicates that the City will assume 80% of the single cost of the plan and an additional 20% of the cost of dependent coverage as required to continue existing coverage. The deadline for renewal is not consistent with the fiscal year. The renewal for the fiscal year is actually April 1, 2014. I have written for an extension to Mr. Walt Norman and he granted us an extension to the end of April 2014.

It is recommended that Council approve the increase rate adjustment for the Key Advantage Expanded and the Key Advantage 500 Plans to allow the continued coverage for the City of Franklin employees health insurance services for FY 2014-2015.

Thanks



Department of Human Resources

March 20, 2014

MEMORANDUM

TO: Mr. Randy Martin – City Manager

FROM: Carolyn S. Joyner – HR Manager *C.S.J.*

SUBJ: Insurance Renewal FY 2014-2015

Enclosed you will see the renewal rates for Fiscal Year 2014 -2015. In an environment where utilization and health care costs has risen dramatically, Anthem continues to offer quality affordable coverage for our employees.

The Local Choice have not been able to eliminate premiums, The Local Choice program has successfully contained our rate adjustments below industry standards. Our program continues to operate with a range of added valued features that are unmatched by any single competitor. Our plans Key Advantage Expanded and Key Advantage 500 continues to offer medical, behavioral health, outpatient prescription drugs and routine vision. Delta dental administer our dental benefits through a separate agreement with Anthem.

All employees who enrolled in our plans continue to have the CommonHealth wellness program at no additional cost, Future Moms, prenatal program, Quit For Life tobacco cessation program, confidential at work medical screenings plus other health and wellness programs, such as nutrition, stress management and fitness programs.

I encourage you to view the renewal rates and submit our renewal rates to the City Council for approval. Our insurance renewal is be approved by City Council in order for us to have insurance. The deadline for us to notify The Local Choice is April 1 but due to the delay I have submitted a letter to Mr. Walt Norman – Program Manager for a thirty (30) day extension.

KEY ADVANTAGE EXPANDED							
	CURRENT PREMIUM RATES	RENEWAL PREMIUM RATES	CURRENT RATE CITY PAY FY 2013-14	PROPOSED RATE CITY PAY FY 2014-15	CURRENT RATE EMPLOYEE COST FY 2013-14	PROPOSED RATE EMPLOYEE COST 2014-15	FY
EMPLOYEE ONLY	\$650	\$695	\$484	\$516	\$166	\$179	
EMPLOYEE + 1	\$1,203	\$1,286	\$708	\$755	\$495	\$531	
FAMILY	\$1,755	\$1,877	\$811	\$865	\$944	\$1,012	
RETIREE	\$650	\$695	\$484	\$516	\$166	\$179	
KEY ADVANTAGE 500							
EMPLOYEE ONLY	\$559	\$596	\$484	\$516	\$75	\$80	
EMPLOYEE + 1	\$1,034	\$1,103	\$708	\$755	\$326	\$348	
FAMILY	\$1,509	\$1,609	\$811	\$865	\$698	\$745	
RETIREE	\$559	\$596	\$484	\$516	\$75	\$80	
MEDICARE COMPLIMENTARY							
	\$127	\$127					

AS OF JULY 1, 2014

The following chart gives the two health benefit plans that the City of Franklin offers to their employees and premium cost.

STATUS	KEY ADVANTAGE EXPANDED			KEY ADVANTAGE 500		
	<i>Monthly Premium</i>	<i>City Pays</i>	<i>Salary Employee Pays</i>	<i>Monthly Premium</i>	<i>City Pays</i>	<i>Salary Employee Pays</i>
Employee Only	\$ 695	\$516	\$179	\$ 596	\$516	\$ 80
Employee + 1	\$1,286	\$755	\$531	\$1,103	\$755	\$348
Employee + Family	\$1,877	\$865	\$1,012	\$1,609	\$865	\$744
Retiree	\$ 695	\$516	\$179	\$ 596	\$516	\$ 80
Medicare Complementary	\$ 127	\$0				

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